

## **STAFF REPORT**

Meeting Date: 06/09/06

Agenda Item: 5

To: BEACON Board of Directors

From: Executive Director

Date 06/09/06

**Subject: Amendment to Fiscal Year 2005-06 Project Management (COM3) Agreement**

### **REQUIRED ACTION:**

- a. Approve Amendment No.1 to COM3 Consulting Project Management Services Agreement for an additional amount of \$5,720.
- b. Authorize the Auditor Controller to adjust the FY 2005-06 Budget appropriately.

### **DISCUSSION:**

Since BEACON has no employees, either member agencies' staff or contract consultants carry out all functions. BEACON's operations and activities include the Technical Advisor, Auditor, Legal, and Project Management Services. The Project Management services (COM3) are proposed to be increased by \$5,720 from the original amount of \$23,500 due mostly to the large amount of grants that were processed this year and other unanticipated project management activities.

Funding for this contract increase is available from less than expected services during the 2005-06 fiscal year for Technical Advisor (Bailard).

The budget adjustments are as follows:

Increase Services and Supplies Acct 2305 COM3 by \$5,720.

Decrease Services and Supplies Acct 2304 James Bailard by \$5,720.



A California Joint Powers Agency

#### **Member Agencies**

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City of San Buenaventura  
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